

## ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 04/11/2017		2. CONTRACT NO. (If any) EP-W-17-006		6. SHIP TO:	
3. ORDER NO. 0002		4. REQUISITION/REFERENCE NO. PR-OCSPP-16-00296		a. NAME OF CONSIGNEE  David Tobias	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS tobias.david@epa.gov 202-564-8534 US EPA Headquarters 1200 Pennsylvania Ave. NW	
				c. CITY Washington	e. ZIP CODE DC
7. TO: VANESSA DOWNES				f. SHIP VIA	
a. NAME OF CONTRACTOR VERSAR, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
c. STREET ADDRESS 6850 VERSAR CTR STE 201				<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY SPRINGFIELD		e. STATE VA	f. ZIP CODE 22151		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE OCSPP/OPPT/RAD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
13. PLACE OF				12. F.O.B. POINT Destination	
a. INSPECTION Destination		b. ACCEPTANCE Destination		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 04/10/2019	
		14. GOVERNMENT B/L NO.		16. DISCOUNT TERMS	

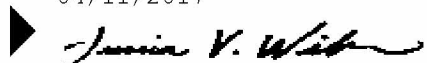
## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 066764747 New Chemical Exposure In Accordance With (IAW) the Attached SOW. POP: 4/11/17 - 4/10/19 TOPO: David Tobias 202-564-8534 Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$315,000.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts						\$542,482.06
c. CITY Durham			d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL	

22. UNITED STATES OF AMERICA BY (Signature)

04/11/2017



ELECTRONIC SIGNATURE

23. NAME (Typed)

Jessica Wilson

TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES**  
**SCHEDULE - CONTINUATION**

PAGE NO  
2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 04/11/2017	CONTRACT NO. EP-W-17-006	ORDER NO. 0002
-----------------------------	-----------------------------	-------------------

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>tobias.david@epa.gov</p> <p>Alternative TOPO: Eva Wong 202-564-0447 wong.eva@epa.gov</p> <p>The Contractor shall provide support and services in accordance with the Task Order Statement of Work and the contractor's proposal submitted in response to the Request for Offers.</p> <p>-----</p> <p>Award Type: Time-and-Materials (T&amp;M) Base+One year Ceiling: Not to Exceed (NTE)5,420 Labor hours in the amount of \$542,482.06.in accordance to the contractors cost estimate dated: Feb. 14, 2017. Incremental funding in the amount of \$315,000.00 is hereby added, as a result funds in the amount of \$ 227,482.06 are required to fully fund this order. The contractor is reminded no to incur cost beyond the current funded ceiling amount. TOCOR: Eva Wong Max Expire Date: 04/10/2019 Admin Office: HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Accounting Info: 16-17-B-69A-401CD6-2505-TPCNPZZ-1669A16XX1-001 BFY: 16 EFY: 17 Fund: B Budget Org: 69A Program (PRC): 401CD6 Budget (BOC): 2505 Cost: TPCNPZZ DCN - Line ID: 1669A16XX1-001 Period of Performance: 04/11/2017 to 04/10/2019</p> <p>New Chemicals Exposure: IAW The Attached SOW Fully Funded Obligation Amount: \$542,482.06</p>				315,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$315,000.00

**Task Order: 0002**

**Task Order Title: New Chemicals Exposure Support**

**TOPO: David Tobias**

**TOPO Contact information: 202-564-8534, [tobias.david@epa.gov](mailto:tobias.david@epa.gov)**

**Alternative TOPO: Eva Wong**

**Alternative TOPO Contact information: 202-564-0447, [wong.eva@epa.gov](mailto:wong.eva@epa.gov)**

**Period of Performance: 2 years**

**PURPOSE:**

The purpose of the task order is to support the Risk Assessment Division in their responsibilities for the New Chemicals Program under the Toxic Substances Control Act (TSCA), Chemical Safety in the 21<sup>st</sup> Century Act, and Pollution Prevention Act of 1990 (PPA). This task order supports exposure assessment of new chemicals and development and maintenance of databases and computerized models that assist the Risk Assessment Division in their assessment of new chemical exposures to humans and environmental receptors.

**BACKGROUND:**

The Office of Pollution Prevention and Toxics (OPPT) of the Environmental Protection Agency (EPA) is responsible for work under a number of statutes including, principally, the Toxic Substances Control Act (TSCA), Chemical Safety in the 21<sup>st</sup> Century Act, and Pollution Prevention Act of 1990 (PPA). The mission of the office is to assure that industrial chemicals are designed, manufactured, processed and used in ways that maximize their benefits to society and minimize their impacts on human health and the environment; encourage the replacement of older, more hazardous chemicals and technologies with new, safer alternatives; and work to harness the use of pollution prevention technologies, whenever feasible.

OPPT has developed several exposure and fate models that help evaluate what happens to chemicals when they are used and released into the environment. In addition, these models estimate concentrations of pollutants and how populations of concern are exposed to chemicals. Populations of interest to OPPT include workers, the general public, consumers, low-income and minority populations, as well as aquatic and terrestrial organisms. Screening level models use readily available data and are designed to require minimal data entry and generally estimate conservative upper end scenarios. Higher Tier models require more detailed data entry and are designed to more closely represent exposure scenarios.

## **SCOPE OF WORK**

This task order covers the assessment of New Chemicals with existing computerized models, the maintenance of those models, and limited model modifications. The current models must be maintained and are subject to change based on the Agency's changes in system architecture and IT policy. Additionally, the Division and Office periodically desire to modify the approach to exposure assessment and subsequent changes are needed to meet these requests for improvement. This task order is designed to respond to those needs and be flexible enough to incorporate changes that may occur throughout the year, however, this TO is not the vehicle for extensive model renovation, e.g., the development of a new model version.

## **TASKS:**

### **Task 1: Development of the QAPP and Administrative Matters**

The contractor shall submit deliverables electronically unless otherwise requested by the EPA TOPO. For task orders that involve the collection, evaluation, and use of environmental data by and for the Agency, the contractor shall implement a quality system that meets ANSI standard E4-2104 and prepare a quality assurance project plan (QAPP) following EPA guidelines. The contractor shall prepare a quality assurance project plan for activities under this task order that require such a plan, as identified in the initial task order, in WA amendments, or by the EPA TOPO through technical direction. No work on the conduct of environmental data operations can begin until EPA approval of the QAPP is obtained. The Contractor shall notify the TOPO and CO when 75, 90, and 100% of approved hours have been expended.

### **Task 2: Assessing New Chemicals**

The contractor shall support exposure assessors in meeting the objectives of this task order and its responsibilities under TSCA Section 5 by performing the following:

Subtask 2.1: The contractor shall provide technical support for EPA's New Chemicals Program by preparing Initial Review Exposure Reports (IRExRs) and post-FOCUS reports according to the *Guidelines for Completing Initial Review Exposure Reports (IRExRs) for New Chemical Substances*; historically, there are about 8 to 24 assessments weekly. Contractor work on IRExRs scheduled to go the FOCUS meeting shall be done during approximately 8:30 AM to 5 PM on the day prior to the FOCUS meeting. No more than one contractor employee shall work on IRExRs or post-FOCUS reports at EPA at one time unless arrangements for additional staff are approved by the EPA TOPO. After completion of the IRExRs per work day, the contractor shall use time remaining in that day to complete post-FOCUS reports, e.g., Standard Reviews and Special Information Requests, in the order that they are received. Changes to this direction will be designated by the EPA TOPO in written technical direction.

The contractor shall make a copy of each new chemical report on media designated for CBI (Confidential Business Information) documents. The contractor shall complete new chemical reports using templates, software, and/or guidance provided by the EPA TOPO, as described in the approved Quality Assurance Project Plan (QAPP). Changes to this direction will be provided by the EPA TOPO in written technical direction. The contractor shall maintain copies of all work documentation to include templates, assumptions, raw data, calculation, and information used or produced during the course of this subtask.

Subtask 2.2: The contractor shall acquire data to complete New Chemical reviews; for example, researching facility-specific information for post-FOCUS cases, about once or twice per month.

Subtask 2.3: The contractor shall modify computerized models, e.g., NCEM2, used in the assessment process as written in technical directions (TD) received from the TOPO. These modifications would be expected no more often than on a bimonthly basis.

Subtask 2.4: The contractor shall complete sanitization of IRExRs for cases on a quarterly basis. Cases will be identified through technical direction received from the TOPO.

These tasks support Goal 4 *Ensuring the Safety of Chemicals and Preventing Pollution* of the USEPA Strategic Plan.

### **Task 3: Other Support**

The contractor shall provide technical assistance, as needed, to support work in developing additional data, models or approaches for exposure scenarios of interest to OPPT. Specific topics will be identified by the TOPO in amendments to the task order. The contractor should assume that only limited work would be done during the contract period to further scope future work. The contractor should assume that no more than 2 additional projects would be identified under Task 3.

### **Schedule of Deliverables**

All tasks must be completed no later than December 31, 2012.

Tasks	Deliverables	Schedule
Task 1:	QAPP	Within 15 days after receipt of Task order
<b>Task 2:</b>		
Sub Task 2.1	IRExRs and post-FOCUS reports	Twice weekly; Wednesday and Friday

Tasks	Deliverables	Schedule
Sub Task 2.2	Facility specific information	As specified in written technical direction
Sub Task 2.3	Computer model modifications	As specified in written technical direction
Sub Task 2.4	Sanitization of reports	Quarterly, as specified by technical direction.
<b>Task 3: Other Support as Needed</b>		
Task 3	TBD by amendment to the TO	As specified in written technical direction

### ANTICIPATED TRAVEL REQUIREMENT

Only local travel is anticipated for this task order.

### OTHER:

The contractor shall produce a Quality Assurance Project Plan (QAPP) as part of its work plan for this task order. Unless directed otherwise, the contractor shall provide for two levels of QA/QC for any work in the preceding tasks that involves the generation, acquisition and/or use of environmental data, the first level by the creator of the work product, the second level by a separate reviewer. For enhanced QA/QC—as determined by the EPA TOPO—the contractor shall follow guidance as directed by the EPA TOPO, e.g., Chapter 3 from the *Guidance for Quality Assurance Project Plans for Modeling* (EPA QA/G-5M, December 2002).

All software application and web-based deliverables shall be compliant with the Section 508 accessibility standards of the Rehabilitation Act of 1973 (Act). Software application deliverables will be in compliance with the Section 508 standards, if they meet paragraphs (a) through (l) of Section 1194.21 of the Act. Web-based deliverables will be in compliance with the Section 508 standards, if they meet paragraphs (a) through (p) of Section 1194.22 of the Act. When preparing these deliverables, the Contractor shall refer to the most recent version of the Section 508 standards, which can be found at: <http://www.access-board.gov/sec508/guide/index.htm>. The contractor shall demonstrate Section 508 compliance of web-based deliverables by submitting a printout from a reputable Section 508 compliance software package showing that all priority 1 accessibility requirements have been met. The contractor shall identify the software package and version used if this information is not listed on the printout.

Although the same chemical may be submitted more than once in the New Chemicals Program, no additional work is done unless new information is part of the submission; strict record-

keeping for chemical entries into the Office of Pollution Prevention and Toxics New Chemicals review system prevent duplication of effort.

Contractor employees assigned to assess new chemicals shall be cleared to handle TSCA Confidential Business Information (CBI).

The contractor shall track and report weekly on LOE and \$\$ consumed by task number above (per week and cumulative); these electronic reports, in Excel format, shall be in addition to the monthly reports required by the contract. The contractor shall notify EPA within two weeks of the task order's hours and approved budget reaching 75% and 90% exhaustion. The contractor shall immediately inform the EPA TOPO of any problem that may impede performance during the period of this task. Toward the end of the task order, the contractor shall prepare a summary report listing all activities undertaken in the task order and their outcomes including a section on QA/QC activities undertaken and documentation on corrective actions taken. Finally, the contractor shall list any recommendations/proposals relevant to the task order for consideration by EPA.

Technical direction must be within the contract and the task order statement of work. The Project Officer or any other technical representative of the Contracting Officer does not have the authority to issue technical direction which (1) institutes additional work outside the scope of the contract or task order; (2) constitutes a change as defined in the "Changes" clause; (3) causes an increase or decrease in the estimated cost of the contract or task order; (4) alters the period of performance; or (5) changes any of the express terms or conditions of the contract or task order.